

14 November 1956

MEMORANDUM FOR: Assistant for Administration, DD/I
Legislative Counsel

SUBJECT : DD/S Monthly Luncheon Meetings

1. In accordance with the announcement made at the Staff Meeting today, please be advised that the Monthly Luncheon Staff Meetings of the Office of the Deputy Director (Support) will hereafter be held on the Wednesday following the third Monday of each month.

2. The next luncheon meeting will be on 19 December 1956.

3. The 1957 schedule will be as follows:

23 January	22 May	18 September
20 February	19 June	23 October
20 March	24 July	20 November
24 April	21 August	18 December

(Signed) H. Gates Lloyd

H. GATES LLOYD
Assistant Deputy Director
(Support)

ADD/S:HGL:mel (14 Nov 56)

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Document No.	001
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Class. Changed to:	TS S C
Next Review Date:	
Auth:	HR 78-3
Date:	5 JAN 1979
By:	015